

AGENDA ITEM _____
DATE _____

Regular Meeting
January 27, 2014

MINUTES OF A REGULAR MEETING OF THE CASA GRANDE HISTORIC PRESERVATION COMMISSION HELD ON MONDAY, JANUARY 27, 2014, AT 6:00 P.M. IN CITY HALL COUNCIL CHAMBERS, 510 E. FLORENCE BOULEVARD, CASA GRANDE, ARIZONA.

I. Call to Order:

Co-chairwoman Jantz called the meeting to order at 6:00 p.m.

II. Roll Call:

Rooney, Susan, Member
Goff, Warren, Member
Hodson, Kenneth, Member
Trulove, Clara, Member
Poor, Thomas, Member
Jantz, Marge, Co-chairwoman

City Staff Present

Laura Blakeman, City Planner
Jim Gagliardi, City Planner
Linda Harris, Development Center Secretary

III. Approval of Minutes:

September 23, 2013

Co-chairwoman Jantz asked for approval of the minutes from September 23, 2013 with recommended changes. Motion was made by Member Hodson and seconded by Member Goff to approve the minutes. Motion passed 6-0.

IV. Introductions:

Co-chairwoman Jantz introduced Susan Rooney, as the newest member of the Commission.

Member Rooney gave a brief description of her background and shared her interest in historic preservation.

V. Elections:

Co-chairwoman Jantz opened the floor for nominations for Chairperson. Motion was made by Member Hodson to nominate Co-chairwoman Jantz and was seconded by Member Trulove. Motion passed 5-0.

Chairwoman Jantz opened the floor for nominations for Co-chairperson. Member Trulove volunteered for the position. Chairwoman Jantz called for all members in favor of Member Trulove being Vice-Chairwoman signify by saying "aye". All members in favor by signified "aye" 5 – 0. Chairwoman Jantz called for all members opposed. There were none. Motion passed 5 – 0.

VI. Unfinished Business:

A. "Designating Local Landmarks – Signs" – Finalize signs to be considered for designation (Non-Register signs)

Chairwoman Jantz asked for any additional signs that the members would like to add to the database.

Chairwoman Jantz said that she would like to add the following painted signs, which were previously talked about, but did not get added to the database:

- 1) Terry Emig building, where Gallo Construction is currently. She said that they have paintings on the side of the building.
- 2) There is a building behind Boots and Saddle Motel that has "Casa Grande" painted on the roof. It used to have an arrow pointing people in the direction of the airport.
- 3) Compton Motors on south Florence Street.
- 4) The Tri Valley Pump Co rock building, which is located by the roundabout at Jimmie Kerr & Casa Grande Avenue

She said that these locations have been in business for a long time and none of the buildings are listed as historic properties.

Chairwoman Jantz asked Mrs. Blakeman for an update on the status of the owner's permission form document related to the local sign landmark project. Mrs. Blakeman explained that a rough draft has been sent to City Attorney's office and staff is waiting to hear back from them.

Chairwoman Jantz asked if she had any idea when the form would be ready. Mrs. Blakeman said that she does not have an exact timeframe but estimated that it would take at least a couple of months to review

Chairwoman Jantz asked for questions or comments. None were received.

Mrs. Blakeman explained that the first item of new business on the agenda tonight is for the Commission to determine what category the Non-register signs are eligible under to be designated as a local landmark. A copy of the Historic Preservation Ordinance section pertaining to designating a local landmark was handed out to the commission (see below):

17.62.050 Designation of landmarks or historic districts.

1. Possesses special character or historic or aesthetic interest or value as part of the cultural, political, economic or social history of the locality, region, state or nation: or
2. Is identified with historic parsonages: or
3. Embodies the distinguishing characteristics of an architectural style: or
4. Is the work of a designer whose work has significantly influenced an age: or
5. Because of a unique location or singular physical characteristic, represents an established and familiar visual feature of a neighborhood.

Chairwoman Jantz explained that what is not populated on the sign database is the year the sign was installed. This information is going to be part of the research when the Commission talks to the property owners. Chairman Jantz informed the Commission that the sign database doesn't include a sign newer than 1975.

The members reviewed the sign list and recommended the following "local landmark criteria" to be associated with each sign:

Sign	Local Landmark Designation
Boots and Saddle Motel	Category 1
Dairy Queen	Category 1
Casa Grande Valley Newspapers	Category 3
Don Market	Category 1
Food City	Category 3

Jewell's Desert Sands	Category 3
Lamar Baker Building	Category 3
La Posada Court	Category 5
Pirate's Fish & Chips	Category 1
Se-Tay Motel	Category 1
Silver Bullet	Category 1
The Wonder Bar	Category 1
Arizona Motel & RV Park	To be determined at a later date
Powell's	Category 2
Manuel's (If it qualifies due to age)	Category 5
Mi Amigo Ricardos	Category 1
Reliable Furniture	Co-Category 1
Prettyman's Grocery	Category 1
Little Sombrero	Category 5
Co-op	Category 1

**B. Historic Preservation Work Program – Discuss “High Priority”
Pages 1 & 2**

Mrs. Blakeman discussed the work program list and informed the Commission that several of the items have already been implemented. Some areas may need to be tweaked, such as the web site, since the City's web site has been redesigned. She suggested reviewing the list and possibly breaking up into groups of a couple of members to discuss what they consider to be high priority and bringing it back to the next meeting. Chairwoman Jantz said that although the Commission is only review the first two pages of the work program, there are also high priority items on page three.

Chairwoman Jantz asked Mrs. Blakeman to make a suggestion as to how they could move forward; whether a study session or break into groups to get a work plan together. Mrs. Blakeman said the Commission needs to determine what is the high priority based on this list, as priorities may have changed and then determine how to work together.

Chairwoman Jantz suggested that the “high priority” is to revise the ordinance. It was suggested that the recently adopted mission statement be included into the ordinance. An improved review process for a Certificate of Appropriateness be implemented for options such as the item to be continued, etc. and revise the maintenance and repair section to give the Commission more authority to follow up on uncompleted projects. It was suggested

more clarification and information be added to address the Certificate of Appropriateness and Certificate of No Effect in the ordinance, as well as a better process for a hardship appeals, since currently the applicant has to come back before the Commission for a second time to hear a hardship request. Generally, these items are listed in the work plan. She asked if the Commission needs to make a recommendation to staff and called for any questions

Chairwoman Jantz questioned some of the completion dates on the work program. There was further discussion with the Commission on the work program and what the first "high priority" should be on the first two pages of the work program.

After the discussion, the Commission agreed that the "high priority" at this time would be the Historic Preservation Ordinance.

Motion was made by Chairwoman Jantz that the Historic Preservation Commission ordinance be revised to address the items as stated above relating to the current issues with the ordinance. Motion was seconded by Co-chairwoman Trulove. All members present were in favor 6- 0.

C. Evergreen Historic Properties monitoring areas

The members were given a map of the new monitoring areas in their packet. Mrs. Blakeman asked for questions or comments. Chairwoman Jantz requested that she be given her regular monitoring assignment of Area 4 and give Area 1 to Member Rooney, ~~as she lives in Area 1.~~ Staff will revise the monitoring map and provide the Commission an updated map.

D. Historic Properties monitoring areas

Co-chairwoman Trulove reported the modular building that was between Stephani's Pooch Parlor and Angel's in Waiting has been removed and fence has been put back up. The Angel's in Waiting building has a broken window, which was boarded up. She said that during the Street Fair, a lady tripped over the sidewalk in front of the Angel's in Waiting building and said that the city needs to repair some of the downtown sidewalks.

Chairwoman Jantz informed Member Rooney on what types of changes on the historic properties that they look for when doing their monitoring assignments. Any issues should be reported to Staff prior to the meeting if possible or at the regular meetings.

VII. New Business:

- A. Request by City of Casa Grande,** for the following land use approval located at 510 E. Florence Boulevard, APN :

DSA-14-00005: Certificate of Appropriateness for the installation of two kiosk directional signs at the City Hall campus

Mrs. Blakeman did a presentation. She gave a brief history of the City Hall campus. She said that in September 2010 the city received a Certificate of Appropriateness to replace the doors at City Hall and in July 2013 they received a Certificate of Appropriateness for the solar canopies. The City of Casa Grande is proposing to install two kiosk directional signs located on the east side at the entrance to City Hall off of Morrison and on the west side entrance within the City Hall Campus. She explained that there previously was a sign on the west side which was removed sometime during the renovation process. The proposal tonight is for the two locations.

Mrs. Blakeman covered the review criteria and principals of compatibility for the Certificate of Appropriateness process.

Mrs. Blakeman discussed the two examples of the signs which will incorporate the arch design of the windows and grid patterns to existing windows and the city logo will be incorporated in to the sign. She said that some of the text will be changed to provide better wayfinding directions to persons entering the City Hall campus. The maximum height of the sign is 8 feet but staff believes it will be tailored down for an appropriate height for pedestrians on the city campus.

Mrs. Blakeman said that staff is recommending approval of the request and asked for questions from the members.

Chairwoman Jantz questioned the commission being asked to give approval for something that does not seem to be totally developed. She asked Mrs. Blakeman which of the two signs on the exhibit they were going to use. Mrs. Blakeman said that the preference is the one on the right but the wording would have to be tailored to fit the location. Chairwoman Jantz asked about directional arrows and questioned the verbiage of the signs on 8th St pointing into the entrance to City Hall. Mrs. Blakeman said that it would be a combination of arrows and wording and explained that the west side may change from "Administration" to "Human Resources" because customers get lost when trying to get directions. She said that on the east side they would have directions to City Hall as well as the "Human Resources" building. Chairwoman Jantz asked if turning onto Morrison from 8th Street would there

be something that directs you back to the Florence Boulevard to the west entrance to Administration. Mrs. Blakeman said that the kiosks signs would be internal on the campus. They are provided as a way finding aspect for the public and the original sign on the west side of the campus was removed to the solar parking canopy renovations. Staff is also looking into the possibility of putting a sign on Florence Boulevard on the light poles that directs drivers to City Hall location, etc. similar to the one that exists for the public library on the south side of the street in front of Little Sombrero. There was further discussion on the locations and what the possible wording/text of the kiosk signs.

Chairwoman Jantz said that according to her understanding of the ordinance, the Commission's options would be: to approve, or deny the Certificate of Appropriateness. Member Goff asked if this was a high priority item or could it wait until the next meeting. Mrs. Blakeman said that this is a high priority item. Mrs. Blakeman and Mr. Gagliardi referenced the ordinance and said that the only options available are: to approve, approve with conditions, or deny the request. The Commission discussed that this request is another reason that the ordinance needs to be changed, as the ordinance does not allow for an item to be tabled to a future meeting. The Commission members agreed that they do not have enough information available to them to approve the request.

Chairwoman Jantz asked for a motion on the Certificate of Appropriateness Motion was made by Member Poor and seconded by Co-chairwoman Trulove to deny the request for Certificate of Appropriateness due to lack of information and clarity on the final design of the sign.

The following roll call vote was recorded:

Member Rooney	Aye
Member Goff	Aye
Member Hodson	Aye
Member Poor	Aye
Co-chairwoman Trulove	Aye
Chairwoman Jantz	Aye

VIII. Call to the Public:

None

IX. Report by Officers:

- A. Request by Reverend John P. Arnold,** for the following land use approval located at 201 N. Picacho Street, APN 507-07-163:

1. **DSA-13-00148: Certificate of No Effect** for the replacement of the Murphy Hall Door at St. Anthony Catholic Church site.

Mrs. Blakeman presented the case. She explained that the previous door was deteriorating and they have replaced it with a metal door. Mrs. Blakeman covered the approval criteria and said that Staff has approved the request for the Certificate of No Effect. She asked for questions from the members.

Chairwoman Jantz commented that it looks fabulous and encouraged the members to drive by and look at it.

- B. **Request by Manuel Mares, Solar City**, for the following land use approval located at 924 N. Cameron Avenue, APN 506-08-028:

DSA-13-00159: Certificate of No Effect for the placement of roof mounted solar panels.

Mrs. Blakeman presented the case. The applicant is proposing to install roof mounted solar panels. The property is in the Evergreen Historic district but is not listed as a district contributor. This was determined to be a Certificate of No Effect and not a Certificate of Appropriateness because it is not a contributor. Mrs. Blakeman said that staff has approved the Certificate of No Effect and asked for questions.

Chairwoman Jantz said that as we move forward and solar becomes more popular in the historic district, a policy should be in place if a homeowner installs solar panels and they become non-functional, they would be required to remove them. Member Goff asked how we would know that they are non-functional. Mrs. Blakeman said that we would discuss the functionality of the solar equipment with a solar company. She said that when talking to this homeowner, it was her understanding that, as part of their agreement with the solar company, the Company would fix or replace the panels if they became non-functional. She was not sure if the agreement includes removal, but probably addresses it in some aspect.

C. Commission Members

Mrs. Blakeman said there was an updated Commission Member list in the packets. She explained that Staff is still looking for one additional member, which needs to be a real estate broker, or agent or a

licensed contractor

D. Casa Grande Garage

Mrs. Blakeman updated the members on the Casa Grande Garage. She explained that in October 2011 a Certificate of No Effect was issued for the replacement of non-historic windows with energy efficient operable windows. The exterior work, which was a condition of the approval process, has not been completed. Mrs. Blakeman said that staff sent a letter to the property owners and has not heard back from them. The next step is to send a follow up letter telling them that case is being turned over to Code Enforcement for code violations.

E. Stone Bungalow

Mrs. Blakeman said that staff sent them a notice informing them that Certificate of No Effect was for a side yard fence. She said that the homeowners had the entire front yard fence built and also increased the height of the rear yard fence with a couple layers of block. They are currently in violation of our code in regards to the height of the front and rear yard fence. In addition, the homeowners will have to come back to the Commission for a Certificate of Appropriateness for the front yard fence. The homeowners are winter visitors and Staff sent them a letter asking them to contact the City and arrange a meeting to discuss the violations when they are back in Arizona. If staff does not hear from them soon, she will have Code Enforcement follow up.

F. Doors to the Past Project

Chairwoman Jantz said that the unveiling of the project was on December 18, 2013. They are currently waiting on one additional item to be installed, which is the plaque that contains information about the project, artists and contributors.

Chairwoman Jantz also explained that they are about ninety percent complete on the Casa Grande Historic Society website where information on the project can be obtained. She said that there is also information on the Main Street website with pictures.

Chairwoman Jantz asked for any additional questions or concerns.

Member Hodson said that it was his understanding that three of the fire departments were in the process of looking into getting solar

panels. He questioned if the fire station by Dairy Queen was one of them because it is a historic property.

Chairwoman Jantz talked about the Sunset Court Sign. It is currently being stored. She explained that the sign needs to be cleaned, some metal work needs to be done and the transformer needs to be removed. Member Poor has volunteered to do the metal work on the sign. Chairwoman Jantz said that Earlynn Brown, who is a former commission member, has offered to help repaint the sign. They plan on repainting the sign with the original colors when it was installed on the Sunset Court building. The sign is being donated to the Casa Grande Historic Society

Chairwoman Jantz asked if the request to change Washington Street back to Top and Bottom will be on the next month's agenda. Once Staff receives the information, Staff will put the item on the agenda for consideration at the next meeting.

Chairwoman Jantz said that she and Member Rooney sold three of the downtown maps at the Street Fair. The current balance is \$365.76. Currently there is a plaque being made and after we pay our half of the cost, the balance in the account will be \$209.81. She said that we are ready to approach another downtown business about getting a plaque made, which she asked the members to think about a location. She said that they would like to keep the plaques on Florence Street because Main Street has been doing historic tours in this area.

Adjournment:

Chairwoman Jantz called for adjournment at 7:52 p.m.

Submitted this **19th day of February 2014**, by Linda Harris, Secretary to the Historic Preservation Commission, subject to the Commission's approval.

Approved this 24 day of Feb, 2014, by the Casa Grande Historic Preservation Commission.


Chairperson Jantz